



Montgomery County Library Board

April 12, 2023

ATTENDEES: Christman, Levine, Lighter, Manubay, Montgomery, Pant, Schiff, Spencer

STAFF: Adrienne Miles Holderbaum, Regional Manager; Dianne Whitaker, Regional Manager, Regina Holyfield-Jewett, Recording Secretary

The meeting was called to order by Chair Lighter at 7:05 PM

INTRODUCTIONS:

- Roll call of Board members and introduction of guests

MINUTES AND LAC APPLICATION APPROVALS:

- The minutes from the March 8, 2023, meeting were approved with one correction to page 4, line 33 – change the word fan to fence.
- The following LAC applications were approved:
 - Aspen Hill – Bachu, A. Chabot, E. Chabot, Smith, Swan
 - Brigadier General Charles E. McGee – Girglani
 - Connie Morella - Sinsheimer
 - Germantown – Parker
 - Little Falls – Davies, Sawers
 - Long Branch – Scherer, Vuppilolot
 - Olney – Gorham, Galleher
 - Quince Orchard – Raden
 - Rockville Memorial – Shenkore
 - Wheaton - Macias

DIRECTOR'S REPORT:

- **Personnel:** The following staff changes took place during the month of March 2023:
 - New Hires:
 - Alene Victoire, Library Desk Assistant, Connie Morella
 - William Sands, Library Desk Assistant, Connie Morella
 - Danielle Wilson, Library Desk Assistant, Germantown
 - Gordiya Khademian, Library Desk Assistant, Marilyn Praisner
 - Marya Siddiqui, Library Desk Assistant, Brigadier General Charles E. McGee
 - Melissa Lipkowitz, Library Desk Assistant, Rockville Memorial
 - Heidi Cobb, Library Associate, Gaithersburg

- Promotions:
 - Skylar Hoffman, Library Desk Assistant at White Oak to Library Associate at Brigadier General Charles E. McGee
 - Luz Flores, Librarian I at Noyes to Librarian II at Marilyn Praisner
- Separated from County Service:
 - Alexandra Hoffman, Library Associate, Marilyn Praisner
 - William Vernigor, Librarian II, Collection Management
- Renovation/Construction Updates
 - Damascus – The design of the Damascus Library and Damascus Senior Center has started.
 - Brigadier General Charles E. McGee – NOA’s proposal was high, so a second proposal was requested from Sheladia. Gary Colton (DGS) and Angelisa Hawes, AD for Facilities, met with Sheladia on April 7 to walk the building and discuss the scope.
 - Potomac – [Reopening ceremony](#) scheduled for April 15, 2023, 10 AM.
 - Noyes – Delayed for one year with the plan to re-bid the project.
- April 27, Gaithersburg Library - [Tyehimba Jess, Pulitzer Prize](#) winner and fiction and poetry author, will be the featured speaker at 5:30 p.m., as MCPL continues its Contemporary Conversation series with a presentation recognizing National Poetry Month. Mr. Jess will speak on poetry, creativity and expression and his work as a poet and fiction writer. The program will also be livestreamed.
- Virtual Talk Series - The series hosts best-selling, award-winning and highly acclaimed authors from around the world. The featured writers in the series will cover a wide range of fiction and nonfiction genres. The series includes the opportunity to ask the authors questions. Registration is required to join each talk. For a complete list of upcoming talks: [LSC | Montgomery County Public Libraries Virtual Author Talks \(libraryc.org\)](#)
- FY25-30 Capital Improvement Budget Discussions
 - April 12, 7-8:30 PM [FY25-30 Capital Improvement Budget Forum: East County](#)
 - April 17, 7-8:30 PM [FY25-30 Capital Improvement Budget Forum: Silver Spring](#)
 - April 19, 7-8:30 PM [FY25-30 Capital Improvement Budget Forum: Bethesda Chevy Chase](#)
 - April 24, 7-8:30 PM [FY25-30 Capital Improvement Budget Forum: UpCounty](#)
 - April 26, 7-8:30 PM [FY25-30 Capital Improvement Budget Forum: Mid County](#)
 - May 1, 7-8:30 PM [FY25-30 Capital Improvement Budget Forum: Virtual](#)

CHAIR’ S REPORT:

- Council confirmation of new board members will be announced on April 18 or 19.
- Testified before Council yesterday. It went well.
- Invite Tyler Chadwell-English, Teen Program Manager and Weihu Zhou, Performance Management and Data Analyst, to upcoming meetings.
- Felicity Brown, Collection Management Manager, will attend the May meeting.
- Vice Chair Grace Manubay will lead the May meeting in the Chair’s absence.
- New members will attend the May meeting.

WORKGROUP REPORTS:

- Library Policy and Practices (Lighter, Manubay, Fiery)
 - Sent a copy of the updated Library Board Manual for review by full Board.
 - It was moved, seconded, and passed that the updated Manual be accepted.
 - Pam Saussy, President, FOLMC Board of Trustees, is scheduled to testify tomorrow. She will push for more marketing support.
 - Please pass feedback from the policies project to Grace Manubay.
 - Suggested additional workgroups – marketing and outreach.
- Legislative and Public Affairs Workgroup (Montgomery, Schiff)
 - From the two testimony documents (Lighter and Saussy) a position can be crafted to take to the County Council. Individual meetings are being scheduled.
 - Libraries has not had a dedicated Public Information Officer for a while. This needs to be addressed.
 - The Hatchlings program was well received and all spaces were filled quickly. How was this publicized?
- LAC and Board Activities (Levine)
 - Will begin gearing up for the next round of LAC Handbook updates. Vikram Pant will assist.

LIAISON REPORTS:

- Montgomery County Public Schools – Shared a [video for School Library Month](#). April is School Library Month. County Executive Elrich presented a proclamation announcing that in Montgomery County, April is School Library Month. It is part of the National American Association of School Librarians. Spoke to the CE about MCPS collaboration with MCPL and how after the school day, MCPS' work gets extended through MCPL.
- Damascus – Met on March 14. Damascus Days, held the weekend after July 4, includes participation in a parade and open house at the library. Both will be good times to promote the library and its services. Security cameras were installed in the library building. Ann Stillman, Branch Manager, is being transferred to the Gaithersburg Library. Received some input/feedback on library policies and added it to the master document.
- Maggie Nightingale (Poolesville) - Met on March 23. The notes/updates from the meeting have not yet been received.
- Quince Orchard – Met on March 14 with only one attendee. There are two new members, but they have not attended any meetings yet. The Regional Manager reported issues with high school students. The principal has closed the campus for lunch. There has been an uptick in circulation of items in the Chinese and Spanish collections.
- Noyes – Met on March 9. Discussed the closure date; this was before the delay was announced. With the weather getting better, they are planning the outdoor story walks and storytimes. The next meeting is in May.
- Germantown – Met on March 27. They had an amazing book sale on March 11; their next one is planned for April 8. They hosted a blood donation station and plan to have another on April 29. Master Gardeners returns on April 5. They are developing a drop-in board game program for teens that is scheduled to begin in late April. The LAC has created a recruitment bookmark. Starting on Saturday in May, an LAC member will be covering the recruitment desk.
- Olney – Met on March 21; next meeting is April 18. They will not meet in May. One member is very concerned with the overgrowth around the building. It was looked into, but it is too costly. The LAC member wants to do it himself. They are thrilled to have new members.
- Gaithersburg – Did not meet this month. The next meeting is May 2.

- Accessibility Advisory – Met March 16. The new officers are doing a great job. Most of the members represent organizations; they are concerned about attrition. They found two or three other groups that want to join. An AAC member will testify before Council.
- Wheaton – Met on March 20. They are a site for the Hatchling program, and the pilot was well received. They have an ongoing program on the introduction to the library apps and to help customers learn how to navigate the various platforms used to access resources. Other LACs have mentioned this is a need and may want to reach out to their branch supervisors to see if it can be replicated at their respective branches. They talked about weeding the collection, preparing for summer, reorganizing the children’s area, and reviewed the policies.
- Little Falls – Met on April 4. They meet every other month. The next meeting is June 6, during which they will hold elections.
- Kensington Park –They now have three members. At the April 5 meeting, they talked about lighting in the parking lot and trash in the parking lot. Facilities has been over to assist. There are also issues with the elevator and the need for battery backup. Storytime is moving back outdoors in May. There will be a big Earth Day garden party on April 22 from 2-4 PM, sponsored by the Kensington Library Garden Club.
- Rockville Memorial – Met April on April 4. Will pass on information about the library app program at Wheaton to the Rockville Memorial LAC.
- Potomac – Has not met. Everyone is looking forward to the Saturday reopening.
- Connie Morella – Met April 11. Tim Lighter joined the meeting. Chris Wilhelm from Councilmember Mink’s office attended the meeting. There is concern about staffing. The group is interested in more information about how libraries operate. They are looking forward to what the new performance manager and data analyst might provide.
- Long Branch – Met on March 16. Meets again on April 20. Discussed the CE’s budget.
- Aspen Hill – Met on March 20. There will be no meeting in April. Several members reapplied. In March, an engineer from the Department of Environmental Protection gave a presentation on what is growing in the Aspen Hill garden. Several LAC members are on the garden club. The presentation scheduled for May will focus on youth activities.
- Brigadier General Charles E. McGee – Met on March 20. The next meeting is May 15. The meeting was spent reviewing the letter that was being authored to send to the director. It was sent on March 28. The letter highlighted what they want to see in a refresh. The April meeting is going to be cancelled due to the CE’s Budget Forum on the same evening.
- White Oak – Met in March. They meet every other month; the next meeting is May 2. Many of the members reviewed the policies and procedures and provided feedback.
- Marilyn Praisner – The Regional Manager is still trying to reinvigorate the LAC. A meeting was scheduled in February, but no one attended.
- Davis - No meeting last month.
- Montgomery College – Working on the refresh of the strategic plan. There is one more round before it goes to the Board of Trustees. Once approved, the planning for the new refresh can move forward.

OLD BUSINESS:

- Verify the time and location for the Collection Management tour.
 - The tour of Collection Management is scheduled for Friday, April 21, 9 AM; location is 2-4 Metropolitan Ct., Gaithersburg, MD 20878

NEW BUSINESS:

- None

PUBLIC COMMENT:

- I'm a new member, happily of the Connie Morella Library Advisory Committee. Thank you for approving me. I'm happy that I now have the opportunity to help out and hopefully get some good stuff done in the community. [Chris Sinsheimer, Connie Morella LAC]

ADJOURNMENT:

- The meeting adjourned at 7:53: p.m.